

**California Department of Alcohol and Drug Programs
California Outcomes Measurement System (CalOMS)
Field Readiness Survey for County
Alcohol and Other Drug (AOD) Administrators
November 2004**

A. Survey Purpose and Instructions

To All County AOD Administrators

The purpose of this survey is to gather updated information from counties to assess their readiness to implement the California Outcomes Measurement System (CalOMS) for publicly funded alcohol and other drug treatment services and privately funded NTP treatment services. This information will then be used to target our efforts during the Field Readiness phase of this survey to help ensure a timely and successful implementation of CalOMS by the target date of December 31, 2005.

Please bring this survey with you to the upcoming CalOMS regional meetings. We have included time in the agenda to discuss any questions you may have regarding the survey questions.

We anticipate that it may take approximately one to two hours to complete the survey, depending upon the degree to which you may need to obtain information from various staff within your county and provider community. However, we are requesting that the County AOD Administrators complete this survey themselves, rather than delegating it to staff. This will help ensure accuracy, consistency and currency of the responses.

Your candid response to these questions will be of immeasurable assistance in our readiness assessment. Please be assured that all responses will be kept confidential. We have also included a checkbox on the last page in case you would like us to share your responses with other counties.

Questions regarding this survey may be directed to:

Jonathan Meltzer, Information Management Services Division
California Department of Alcohol and Drug Programs
Phone: (916) 324-5893 E-mail: jmeltzer@adp.state.ca.us

Please return this survey (either by e-mail or hardcopy) by December 1, 2004 to:

Rachelle Repace, Program Services Division
California Department of Alcohol and Drug Programs
1700 K Street, Sacramento CA 95814
Phone: (916) 327-6006 E-mail: rrepace@adp.state.ca.us

Thank you in advance for taking the time and effort to assist us in our readiness assessment by completing this survey.

B. County Information

Name of Survey Respondent (County AOD Administrator)	E-mail Address:
Name of County:	Phone Number:
Signature:	Date:
Name of County CalOMS Project Manager (if known)	E-mail Address
Title/Department	Phone Number:

C. "First Steps" - What is Your County's Familiarity with CalOMS?

1. As the AOD administrator for your county, please indicate your level of familiarity with the following:

a. High-level CalOMS goals and objectives

- ☐ Not familiar at all
- ☐ Somewhat familiar
- ☐ Mostly familiar
- ☐ Completely familiar

b. The respective roles of the providers, counties and the state in implementing CalOMS.

- ☐ Not familiar at all
- ☐ Somewhat familiar
- ☐ Mostly familiar
- ☐ Completely familiar

c. CalOMS admission and discharge data elements, and the changes they represent from current CADDs data elements.

- ☐ Not familiar at all
- ☐ Somewhat familiar
- ☐ Mostly familiar
- ☐ Completely familiar

d. The changes in business processes that counties and providers will need to make in order to collect and report CalOMS admission and discharge data elements.

- ☐ Not familiar at all
- ☐ Somewhat familiar
- ☐ Mostly familiar
- ☐ Completely familiar

(Question #1 continued from prior page - As the AOD administrator for your county, please indicate your level of familiarity with the following):

e. The post-treatment follow-up (T3) data elements and process.

- ☐ Not familiar at all
- ☐ Somewhat familiar
- ☐ Mostly familiar
- ☐ Completely familiar

f. The information technology (IT) system requirements and processes associated with implementing CalOMS.

- ☐ Not familiar at all
- ☐ Somewhat familiar
- ☐ Mostly familiar
- ☐ Completely familiar

g. The fiscal and staffing resources required to implement to CalOMS.

- ☐ Not familiar at all
- ☐ Somewhat familiar
- ☐ Mostly familiar
- ☐ Completely familiar

2. What is your estimate as to the current level of familiarity of other impacted administrators and officials in your county with CalOMS?

- ☐ Few if any are familiar with CalOMS
- ☐ Some are familiar with CalOMS
- ☐ Most are at least somewhat familiar with CalOMS
- ☐ All are familiar to the degree they need to be with CalOMS

3. What is your estimate as to the current level of familiarity of the staff in your county AOD department with CalOMS business requirements?

- ☐ Few if any are familiar with CalOMS
- ☐ Some are familiar with CalOMS
- ☐ Most are at least somewhat familiar with CalOMS
- ☐ All are familiar to the degree they need to be with CalOMS

- ☐ Few if any are familiar with CalOMS
- ☐ Some are somewhat familiar with CalOMS technology requirements
- ☐ Most are at least somewhat familiar with CalOMS technology requirements
- ☐ All are familiar to the degree they need to be with CalOMS technology requirements

- | | |
|--------------------------|-----------------|
| <input type="checkbox"/> | 0 – 25 percent |
| <input type="checkbox"/> | 26 – 50 percent |
| <input type="checkbox"/> | 51 – 75 percent |
| <input type="checkbox"/> | 76 –100 percent |

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- This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

D. Next Steps – Planning for CalOMS

7. How far along is your county in the planning process for implementing CalOMS?

- ☐ Our county hasn't started yet
- ☐ We are in the initial stages of planning
- ☐ We are well along in the planning process
- ☐ Our county has completed the planning process

8. Has your county identified the project manager or person responsible for CalOMS implementation?

- ☐ Yes Name: _____ Title: _____ Phone #: _____
- ☐ No

9. What is your county's target date for completing implementation of CalOMS (defined as being ready to begin transmitting data to the state)?

- ☐ Before July 2005
- ☐ July 2005
- ☐ August 2005
- ☐ September 2005
- ☐ October 2005
- ☐ November 2005
- ☐ December 2005
- ☐ By _____

10. If your county has not yet set a target date, what is your estimate as to when your county will be ready to implement CalOMS

- ☐ July 2005
- ☐ August 2005
- ☐ September 2005
- ☐ October 2005
- ☐ November 2005
- ☐ December 2005
- ☐ By _____

E. IT Systems Development

11. Does your county intend to:

- ☐ Modify its existing in-house system(s) to collect CalOMS data?
- ☐ Use its current software vendor (such as ECHO), if applicable, to modify the proprietary third-party software system being used by your county?
- ☐ Transition to a different vendor and proprietary third-party software system?
- ☐ Develop a new in-house system to collect CalOMS data?
- ☐ Transition to using WITS software in your county?
- ☐ Tie into a larger county's system?
- ☐ Other (please describe): _____
- ☐ Have not yet developed our IT strategy for collecting CalOMS data

12. If your county plans to modify its existing or to develop a new in-house system, will your county do its own IT development, or engage a contractor?

- ☐ We will do our own
- ☐ We will have a contractor do all development
- ☐ Development will be done by both a contractor and by the county
- ☐ Do not know at this time

13. If your county plan to engage a contractor for all or part of the work on an in-house system, have you engaged the contractor?

- ☐ No
- ☐ No, but we expect to by: _____
- ☐ Yes

14. Has your county or your vendor started the actual work to develop a new or modify your existing IT system(s)?

- ☐ No
- ☐ No, but we expect to by: _____
- ☐ Yes

15. Does your county have a projected date to complete development or modification of your IT system(s)?

- ☐ No
- ☐ No, but we expect to determine a projected date by _____
- ☐ Yes – the project date is _____

16. Please provide any other pertinent information regarding your CalOMS IT strategy:

[illegible]

F. Assessment of Overall Progress to Date

17. Based upon progress to date, how would you rate the readiness of your county and providers for implementing CalOMS by December 2005?

- ☐ Our county does not expect to be ready by December 2005 (please describe barriers below)
- ☐ We will need assistance in order to be ready for implementation by December 2005 (please describe assistance needed below)
- ☐ We will most likely be ready for implementation by December 2005
- ☐ We are on schedule and will be ready for implementation by December 2005 or before

G. Do You See Any Barriers to Implementation?

18. Please rate the significance of the following potential barriers in successfully implementing CalOMS in your county by the target implementation deadline of December 2005

a. Timely communication and direction from ADP

- ☐ Not a barrier or risk
- ☐ Potential barrier or risk
- ☐ Moderate barrier or risk
- ☐ Major barrier or risk

b. Ability to train all county staff and providers in new CalOMS data collection elements and business processes.

- ☐ No perceived barrier; training already accomplished or well underway
- ☐ Minor barrier or risk
- ☐ Moderate barrier or risk
- ☐ Major barrier or risk

c. Ability to secure funding for development of CalOMS in your county

- ☐ Not a barrier or risk
- ☐ Potential barrier or risk
- ☐ Moderate barrier or risk
- ☐ Major barrier or risk

d. Ability to secure funding for any additional resources that may be needed on an ongoing basis for CalOMS in your county

- ☐ Not a barrier or risk
- ☐ Potential barrier or risk
- ☐ Moderate barrier or risk
- ☐ Major barrier or risk

e. Obtaining approval from your county Board of Supervisors

- ☐ Not a barrier or risk
- ☐ Potential barrier or risk
- ☐ Moderate barrier or risk
- ☐ Major barrier or risk

(Question 18 continued from prior page - Please rate the significance of the following potential barriers in successfully implementing CalOMS in your county by the target implementation deadline of December 2005)

f. Effecting any necessary contractual changes with providers

- ☐ Not a barrier or risk
- ☐ Potential barrier or risk
- ☐ Moderate barrier or risk
- ☐ Major barrier or risk

g. Adopting new or modified county/provider business processes

- ☐ Not a barrier or risk
- ☐ Potential barrier or risk
- ☐ Moderate barrier or risk
- ☐ Major barrier or risk

h. Ability to resolve any technological issues

- ☐ Not a barrier or risk
- ☐ Potential barrier or risk
- ☐ Moderate barrier or risk
- ☐ Major barrier or risk

i. Ability to resolve any provider resistance to CalOMS

- ☐ Not a barrier or risk
- ☐ Potential barrier or risk
- ☐ Moderate barrier or risk
- ☐ Major barrier or risk

j. Other (please describe)

- ☐ Not a barrier or risk
- ☐ Potential barrier or risk
- ☐ Moderate barrier or risk
- ☐ Major barrier or risk

K. Anything Else?

- [illegible]

- Please complete this survey after the field readiness meetings and return to the address shown on page 1 by December 1, 2004. Thank you for your time in completing this survey – It will help us to determine the assistance needed by counties to successfully implement CalOMS.***